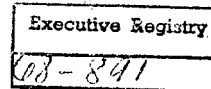


CARL HAYDEN, SENATOR FROM ARIZONA, CHAIRMAN
OMAR BURLESON, REPRESENTATIVE FROM TEXAS, VICE CHAIRMAN
B. EVERETT JORDAN, SENATOR FROM NORTH CAROLINA
HUGH SCOTT, SENATOR FROM PENNSYLVANIA
WAYNE L. HAYS, REPRESENTATIVE FROM OHIO
GLENARD P. LIPSCOMB, REPRESENTATIVE FROM CALIFORNIA
JOHN F. HALEY, STAFF DIRECTOR

CONGRESS OF THE UNITED STATES
JOINT COMMITTEE ON PRINTING
WASHINGTON



COMMITTEE ROOM
S-151, U.S. CAPITOL
PHONE: 225-5243

ADDRESS ONLY
CHAIRMAN, JOINT COMMITTEE ON PRINTING
CARE OF U.S. SENATE P.O.
WASHINGTON, D.C. 20510

February 19, 1968

TO ALL AGENCY HEADS

With the installation of the Linotron System at the U. S. Government Printing Office, electronic composition has become a practical reality.

The Joint Committee on Printing is desirous of exploiting not only electronic composition but, as well, any related benefits that would ensue from the fact that publications will increasingly be in a machine-sensible form that will permit the computer to do additional operations.

One specific element that the Joint Committee on Printing believes to be significant is the exploration of the economic and technical feasibility of creating subject and other indices from the magnetic tapes prepared for input to the Linotron.

In our exploration it would be of material assistance to be provided copies of any indexes your agency prepares on the Congressional Record. Knowing what human indexers prepare now would be essential information for the design of a system that would produce similar data automatically.

Accordingly, we should like to have the attached questionnaire completed and copies of any indexes to the Congressional Record which are prepared in your agency by March 31.

We should like to stress that the project is in its infancy and will be of long duration. Your cooperation in this matter is as earnestly requested as the warmth of our appreciation for all past contributions you have made on behalf of the Federal printing program.


Staff Director

QUESTIONNAIRE ON INDEXING OF CONGRESSIONAL RECORD

1. Does your agency prepare internal indexes to the Congressional Record?

_____ . If your answer is yes please
Yes No

provide the data requested below:

A. If components of your agency prepare primary indexes or
specialized indexes give the total number of indexes
prepared in your agency as follows: _____

Primary

Specialized

B. Show by GS level the man years of effort expended in your
agency to prepare primary and specialized indexes.

C. For the calendar quarter ending 12/31/67 provide the
following:

1. Total number of production units duplicated or printed
to effect distribution of indexes within your
agency _____.

Please attach to this questionnaire a representative copy of each primary
and/or specialized index produced within your agency.

Comment

See attached sheet.

The Central Intelligence Agency does not prepare internal indexes to the Congressional Record. While the Congress is in session, however, a Legislative Analyst reviews each copy of the Congressional Record and identifies items of interest to the Agency. Once identified, these items are extracted from the Record and brought to the attention of appropriate Agency offices. We have found the present Congressional Record Index, as supplemented by information provided by the office of the Record Indexer, fills our need in locating items after a period of time has elapsed. It would be extremely useful, however, in our daily review of the Record if each copy of the Record, as printed, contained a detailed index to all information contained in that day's Record. It would appear to us that if some means existed for accomplishing this on a timely basis, it would diminish considerably the number of man-hours expended in many, if not all Government agencies, in the conduct of a page-by-page daily review.